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24 April 1956

MEMORANDUM FOR: Chief, Basic School

SUBJECT: Week of 17-24 April 1956

1. Basic Supervision. Basic Supervision #19 came to a quiet halt on Friday, 20 April. Quiet, because it was a group unlike any other we have had. Nine of the 18 members of the class were less than full first-line supervisors; the grades represented were GS 7, 8, 9, 10, and 11; 13 offices were represented; there was evidence of real extremes in I.Q. range; there was great variation in educational experience; and they never became a cohesive group. With a single exception, their critiques were enthusiastic, indicating a high regard for the course, and a strong sense of individual accomplishment.

2. Basic Management. Basic Management #24 began Monday, 23 April, with 13 students. This presentation, which is for GS 12-14, has students from the following components: DDI, 3; DDP, 5; and DDS 5, one of which is from OTR.

3. External Management Training. [] returned on 18 April from a trip to secure information about the advanced management courses being offered in the far West, particularly by Stanford and the University of Washington. Although both these institutions have deservedly high prestige, the management courses they offer are not well adapted to meet Agency needs. A full report will be made to C/BS and C/LETS on these programs.

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4. Personnel. [] PO/TR, has found a replacement for [] who is to assume duties as secretary to C/BS on or about 1 June. [] a new Agency employee, is currently assigned to the Administrative Staff, OTR, until approximately the middle of May.

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Chief, Management Training

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